

6. Each resident will complete a SAUSHEC graduation paper that meets the standards in Appendix 3. This paper must be completed and scored by the resident's Program Director (using the score sheet in Appendix 3) by the first week of May of the resident's senior year. This is a core requirement of all SAUSHEC programs and is one of the tools used to teach and evaluate residents the Practice Based Learning and Improvement competency. A resident cannot complete a SAUSHEC residency without completing this requirement. In general, residents not showing adequate progress on their graduation paper should be counseled by their Program Director in November and placed on Program Level Remediation in early January. If the resident is still not on track, they should be recommended for Dean's Administrative Remediation at the February GMEC and Probation at the April GMEC. At the time of the April GMEC, the resident's consultant and personnel manager will be notified that the resident's graduation date and assignment dates may have to be adjusted if this requirement is not completed by 30 June. If the paper is not completed and scored at the time of the SAUSHEC graduation ceremony (usually the first week in June), the resident will not participate in the SAUSHEC graduation ceremony and his/her case will be reviewed at the June GMEC. If the paper is not completed and scored by the June GMEC, the resident will be terminated from training or have his/her training extended for 1 month at which time he/she will in general be terminated from training if the requirement is still not completed.

Appendix 3

SAUSHEC GRADUATION PAPER REQUIREMENTS

I. The Graduation Paper may be in any of the following categories:

- A. Original Research - bench lab, animal, clinical epidemiologic
- B. Case Report
- C. Literature Review
- D. Medical threat assessment
- E. Community or patient care system survey/needs assessment/QI project
- F. Development of a teaching tool or education module

II. The Graduation Paper must meet the following requirements:

- A. Approval of project by training program director.
- B. Approval of original research by appropriate committees (IRB or IACUC).
- C. Research/library work should be performed during residency training years. Paper could continue project started during medical school prior assignments or medical school if majority of execution of project occurred during current residency assignment.
- D. Graduating Resident should be major contributor to projects with multiple co-investigators i.e. should be a contributor of at least 30% of the total project for original research and at least 50% of the total project for other categories. Residents should not work together on the same paper.
- E. Project or phase of project that is the basis of the paper should be a completed work. Proposals for a project are not a substitute for meeting the requirement.
- F. Majority of project should be performed in military hospital. Exceptions must be approved by program director.

III. Manuscript Guidelines:

- A. Paper should be written using uniform requirements for manuscripts submitted to biomedical journals.
- B. All papers should have a literature review that demonstrates Competency in Practice Based Learning and Improvement i.e. the ability to obtain, interpret and utilize complete and up to date literature on a medical topic. The author should submit specifications on method used to conduct the literature review. Papers with fewer than five references should have method used for literature review carefully scrutinized.
- C. Minimum length of paper is 3 typed pages. Anything less should be carefully evaluated for substance and quality to determine if adequate effort has gone into the project.
- D. Quality of written report to include figures, tables, illustrations should be suitable for submission for publication. Papers with spelling and grammatical errors or in need of significant revision for clarity of presentation should be returned to the author for correction in order to meet the graduation requirement.

IV. Review of Papers Submitted for SAUSHEC Graduation Paper Requirement:

- A. Paper must be submitted to Program Director in time for him/her to score the paper by the first week in May of Resident's graduation year. Consequences of not completing the graduation paper in a timely manner are outlined in the GME Policy Book but include Probation, Extension and non-completion of residency.
- B. Program Director or his/her designee will score the paper using the score sheet (below). Paper must score 60 or greater to meet the graduation requirement.
- C. One copy of the research paper and evaluation score sheet will be maintained by the Program Director in the Resident's Training Folder.
- D. A list of names of residents not completing the graduation paper requirements will be provided to the Medical Education Office, BAMC (for Army graduates) or Medical Education Office, WHMC (for Air Force graduates) NLT 1st week in May 2004 by the Program Director.

SCORE SHEET

A score under 60% is considered unsatisfactory.

Date _____